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Chief, Physical Security Branch

11 October 1950

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Chief,

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Loss Of Key to Dumbwaiter

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refr :

a. Memorandum to Chief, from Acting Chief, dated 3 October 1950, subject as above, copy attached.

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b. Telephone conversation of 6 October 1950 between Chief, Physical Security Branch and Administrative Officer,

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1. It is believed that reference a above is self-explanatory. In accordance with your instructions to Administrative Officer, the employees involved (have been reprimended.

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2. It is requested that a new lock be installed on subject dumbwaiter and that keys for same be furnished this office. These keys will be placed under the custody of the Chief, Production Section, who will be issued appropriate instructions and cautions for their use.

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JRC:jlm

CC:

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